

# **Automated Communications Exchange System**

## **ACES Release Notes – July 9, 2007**

On Sunday, July 8, 2007, a new release of ACES was implemented containing changes to the Payroll File Transfer and Annual Employer Statement folders.

The following is a list of changes that will reflect in ACES on Monday, July 9, 2007:

### **ACES Payroll File Transfer folder**

#### **Create Payroll File**

ACES users will have the ability to create and retain a payroll file in ACES. The ACES Create a Payroll File module is used to create and store payroll files in the ACES environment. ACES will store payroll files for up to one year. ACES users will have the ability to create a brand new payroll file, or create a payroll file using a previously validated payroll file by simply submitting the associated Tracking ID Number.

#### **Create and Retain Payroll File Benefits:**

- Users will not need to install payroll software on their personal computer, which will eliminate the payroll system errors.
- Users will not need to create a payroll text file, save the text file on their hard drive, and then locate the file to transmit.
- CalPERS staff have the ability to access ACES, and provide assistance to ACES users.
- Users will access ACES to create and transmit their payroll file all in one location.
- Users will have up front payroll edits when creating a payroll file.

For additional information, refer to the Help Menu in ACES to access the steps for the Create and Retain a Payroll File.

### **Annual Employer Statement folder**

The Annual Employer Statement (AES) report now provides the ability to request the AES report for past dates. When a past date is entered in the “As of” date field, the system validates that Employer information exists for the report date entered.